



State of California—Health and Human Services Agency  
California Department of Public Health



ARNOLD SCHWARZENEGGER  
Governor

PEPB #: 01-07-10-002

Date: January 7, 2010

To: Primary WIC Program Contact

Subject: **Nutrition Service Plan (NSP) Work Plan Update for Year One**

INFO ONLY	_____
ACTION NEEDED	<u>  X  </u>
POLICY CHANGE	_____
<u>  X  </u> Administration	
_____ Nutrition Staff	
_____ All Staff Affected	
_____ ISIS Change	

I would like to begin by congratulating all of you on the successful implementation of the new Food Package. Success is the ultimate goal of any endeavor and we succeeded, both in implementing new foods and educating families. Your contributions and collaboration through each of the key phases of this project has and continues to be instrumental in our collective successes.

With that said, I am writing to provide you abridged procedures for updating the first year FFY 2008-2009 Nutrition Services Plan. Since the objectives were part of a coordinated statewide effort, there is no need for you to describe these efforts. All you need to do is review your objectives for year two and revise as needed. We also postponed the due date, which usually falls in September, for this submission to February 16, 2010. We pushed back the date because the new Food Package was slated to go live on October 1, 2009 and this event was marked with the transitional class *Let's Go Shopping* from October through December.

### **Background**

When the three-year NSP for FFY 2009-2011 was developed it was intentionally set-up to focus on the statewide implementation of the new Food Package by aligning with the goals of the *Healthy Habits* campaign. The prewritten goals and objectives were designed especially for local agencies to simplify the NSP process during this transition. Our mission is to sustain these pre-determined goals and continue to build on them as we move forward with *Healthy Habits 2010*. As you prepare the annual NSP update, for the first year, please consider how your agency plans to sustain its goals and objectives.



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### **Action**

Use the electronic version of your Local Agency FFY 2009-2011 NSP Section 1, Attachment 1 Work Plan second year update to:

1. If you wish, describe any special accomplishments in relation to the targeted objectives for year one (FFY 2009), using the *Accomplishments* column of your work plan. If you are interested in sharing your proudest accomplishments with other agencies, a Sharing Table will be available at this year's CWA annual meeting.
2. Outline your next steps for FFY 2009 – 2010 NSP. We are particularly interested in how you plan to sustain the goals of the *Food Package Implementation* in year two, using the materials we are providing.
3. If you added any new or revised objectives over the past year to your work plan, be sure to identify the objectives as either *new* or *revised*.
4. Submit your updated work plan to us by email at [NSPFFY0911@cdph.ca.gov](mailto:NSPFFY0911@cdph.ca.gov) by February 16, 2010.

### **Questions**

Contact Annalisa Sherman at [Annalisa.Sherman@cdph.ca.gov](mailto:Annalisa.Sherman@cdph.ca.gov) or (916) 928-8858, if you have any questions or need additional information.

Sincerely,  
*(Original signed by)*

Barbara Longo, M.S., R.D., Chief  
Program Evaluation and Policy Branch  
Women, Infants and Children (WIC) Program Division